

LAND AND RESOURCE MANAGEMENT SPECIALIST



SANTA CLARA VALLEY
HABITAT AGENCY





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To learn more go to:
www.scv-habitatagency.org

The Agency

The Santa Clara Valley Habitat Agency was formed in May 2013 and has a major role in implementing the award winning Santa Clara Valley Habitat Plan (Habitat Plan), which was developed by the Santa Clara Valley Transportation Agency, Santa Clara Valley Water District, County of Santa Clara, and the Cities of Gilroy, Morgan Hill, and San Jose. The Habitat Plan covers about 2/3 of the area of Santa Clara County. The Habitat Plan provides streamlined state and federal permitting for public and private projects, while offering a comprehensive and effective way to address impacts of those projects on endangered and threatened species and their habitats. The most significant role of the Habitat Agency is to acquire and manage a Reserve System that will serve as mitigation for project impacts and contribute to the recovery of the species covered by the Habitat Plan.

The Plan

The Plan was developed in association with the US Fish and Wildlife Service and the California Department of Fish and Wildlife. Under the Endangered Species Act and the California Natural Community Conservation Planning Act, the approved Plan is a 50-year permit that authorizes incidental take of listed species. In addition to obtaining take authorization for each local partner's respective activities, the cities and County will be able to extend take authorization to project applicants under their land use jurisdiction.

Covered activities in the Plan include seven general categories:

- » Urban development
- » In-stream capital projects
- » In-stream operations and maintenance
- » Rural capital projects
- » Rural operations and maintenance
- » Rural development
- » Conservation strategy implementation through acquisition of new open space (approximately 33,500 acres) and enhanced protection of existing open space (approximately 13,500 acres for the benefit of covered species, natural communities, biological diversity and ecosystem function. The strategy also includes extensive wetland creation and restoration projects as well as conditions on new public and private sector activities.

The Community and Region

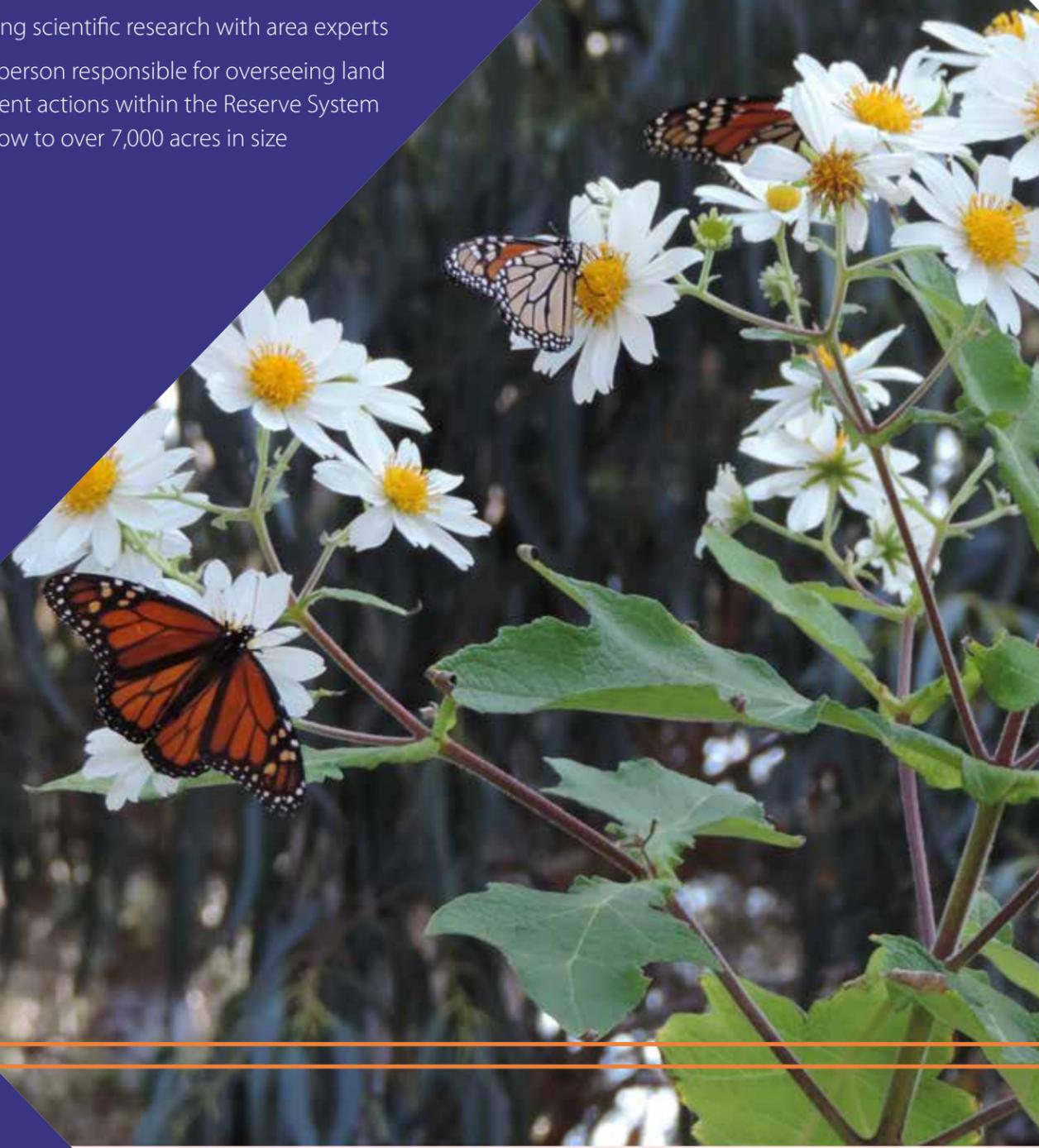
The Santa Clara Valley Habitat Agency is located in Morgan Hill, California in an area known as the South Bay, which includes Santa Clara County and the most populous city in the Bay Area, San Jose. Morgan Hill and the cities nearby boast an immense choice in outdoor activities from cycling and hiking to boating and fishing. The region is home to many fine wineries and craft beer establishments as well as being less than an hour from many beach destinations. Being in the south end of Silicon Valley also allows for a community with many leaders in innovative industries that play a part in the diverse economic growth of this region along with a strong community of farmers and ranchers who are dedicated to the land and maintaining its natural beauty for generations to come.

The Ideal Candidate

The ideal candidate possesses a thorough knowledge of conservation planning, conservation biology, species monitoring, conservation land management, wildlife ecology landscape ecology, and habitat restoration. A premium will be placed on candidates with strong interpersonal skills, an understanding of complex group dynamics, proven project management experience, and exemplary people development and leadership abilities. A collaborative professional who seeks a participatory team environment and fast-paced, challenging work will find this position rewarding.

Current Projects and Opportunities

- » Pacheco Creek Wetland Restoration and Sycamore Alluvial Restoration
- » Calero Pond Wetland Restoration
- » San Felipe Creek Restoration Project
- » Coyote Ridge Seep Investigation and Restoration Preliminary Design
- » Coyote Creek Floodplain Restoration
- » Pajaro River Restoration
- » Coordinating scientific research with area experts
- » Lead staff person responsible for overseeing land management actions within the Reserve System soon to grow to over 7,000 acres in size



The Position

The Land and Resource Management Specialist assumes responsibility for all land management functions, projects, and activities. This difficult and complex professional work which includes resource management and stewardship of properties, overseeing contractors and consultants engaged in managing reserve land, and inspecting completed work and work in progress. This position receives general direction from the Executive Officer.

Examples of Essential Duties:

- » Apply scientific principles, procedures, practices, and theories pertinent to all disciplines of land management services, including water quality, fisheries, wildlife, vegetation, range management, road maintenance and construction, culvert installation and replacement, fence repair and installation, fuels treatment, environmental permitting, and resource conservation and restoration.
- » Develop and implement resource management plans.
- » Engage with multiple stakeholders such as landowners, funders, and regulators.
- » Participate in the development and implementation of goals, objectives, policies, and priorities for the Habitat Agency.
- » Participate in the development and administration of budgets for assigned function; forecasts funds needed; monitors and approves expenditures; recommends adjustments, as needed.
- » Oversee infrastructure maintenance, replacement, and construction. Plan and manage projects.
- » Oversee research regarding site conditions, protection, and restoration; surveys field sites and analyzes environmental impacts of projects; and implements restoration projects.
- » Ensure that boundaries, conservation easements and encroachments are managed as per the SCVHA charter.
- » Oversee the development of requests for proposals and bid processes for land management and restoration services. Recommend awarding of projects and administer resulting contracts.
- » Review and direct grant application submittals for habitat enhancement and site development projects.
- » Supervise and administer site development grant projects and address grant issues.
- » Attend and participate in professional group meetings, stay abreast of new trends and innovations in the field of long-range and environmental planning, land use management, and other related areas.
- » Monitor changes in laws, regulations, and technology that may affect area of assignment.
- » Interpret and explain rules, regulations, and procedures; answer questions, and resolve concerns related to land management.

A group of five children are working together to plant a tree in a field. They are gathered around a hole in the ground, holding a sapling. One child is using a red shovel to dig. The children are wearing casual clothing and gloves. The background shows a grassy field with a wooden fence and rolling hills under a clear blue sky.

Regionally, the Habitat Plan benefits the environment by protecting, enhancing, and restoring valuable natural resources in Santa Clara County and contributing to the recovery of threatened and endangered species. At full plan implementation, the Reserve System will protect an estimated 46,920 acres for the benefit of covered species, natural communities, biological diversity, and ecosystem function.

Minimum Qualifications

Knowledge of:

- » Operations, services, and activities of natural resource management and protection programs.
- » Advanced principles and practices of resource management.
- » Advanced principles, practices, and trends in environmental analysis and preservation.
- » Principles and practices of budget development and administration, and project planning and management.
- » Applicable federal, state, and local laws, regulatory codes, ordinances, and procedures relevant to preparing and presenting effective staff reports.
- » General principles of risk management related to the functions of the assigned area.
- » Recent and on-going developments, current literature, and sources of information related to open space protection and management.
- » Maintaining infrastructure and conducting projects in sensitive habitats.
- » Modern office practices, methods, and computer equipment and applications as related to the work, including mapping and spreadsheet software.
- » English usage, grammar, spelling, vocabulary, and punctuation.
- » Techniques for effectively representing the Habitat Agency in contacts with other governmental agencies, community groups, and various business, professional, educational, regulatory, and legislative organizations.



Minimum Qualifications (Cont.)

Ability to:

- » Administer complex and technical resource management projects and related programs in an independent yet cooperative manner.
- » Organize, implement, and direct assigned natural resource protection and preservation activities.
- » Evaluate and develop improvements in procedures, policies, or methods.
- » Read maps and understand orientation with a map. Read and understand planning documents and design drawings.
- » Use Geographic Information Systems (GIS).
- » Use hand-held field device data collection software.
- » Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- » Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- » Analyze, interpret, summarize, and present administrative and technical information and data in an effective manner.
- » Interpret, apply, explain, and ensure compliance with federal, state, and local policies, procedures, laws, and regulations.
- » Conduct complex research projects, evaluate alternatives, make sound recommendations, and prepare effective technical staff reports.
- » Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; organize own work, set priorities, and meet critical time deadlines.
- » Make sound, independent decisions within established policy and procedural guidelines.

Education/Experience

Equivalent to graduation from an accredited four-year college or university with major coursework in natural resource management, ecology, biology, environmental studies, or a related field and five (5) years of experience in one of those fields is expected. Must possess some supervisory experience. A Master's degree is preferred.

Why you want to work at SCVHA

- » On the front lines of endangered species conservation and climate adaptation work
- » Exemplary staff dedicated to natural resource conservation
- » Exciting and dynamic work environment
- » Cutting edge conservation work
- » Daily contribution to projects which improve sustainability and resiliency for our communities and natural lands
- » Support membership with peer organizations and professional development



Compensation and Benefits

The annual salary range is **\$100,000 - \$125,000** dependent on qualifications. Salary is supplemented by an attractive benefits package that includes: an annual payment of up to 27% of your base salary which can be used as additional pay or be used to cover 100% of the cost of medical, dental & vision insurance for you and your family and/or the employee match for the Agency's 401(k) program; 5% 401(k) Agency match; six weeks of Paid Time-Off (PTO); and 13 holidays and two floating holidays. In addition, a basic life insurance policy is provided at 100%, and tuition reimbursement is made available for relevant study courses.



Application

To be considered for this exceptional career opportunity, submit your application that includes résumé, cover letter, a list of six work-related references (two supervisors, two direct reports and two colleagues), and responses to the two Supplemental Questions below by the first résumé review date of **Monday, December 2, 2019**. Résumé should reflect years **and** months of employment, beginning/ending dates, as well as size of staff and budgets you have managed.

Supplemental Questions (No more than two pages)

1. Why do you want to work for the Habitat Agency and what strengths do you bring to the position that will help us achieve our mission of endangered species recovery?
2. How would you handle a difficult landowner who is not abiding by the terms detailed in the conservation easement over their land?

Please go to our website to submit your application: <https://executivesearch.cpshr.us/JobDetail?!ID=584>

For further information contact:

Pam Derby

CPS HR Consulting

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E-mail: pderby@cpshr.us

Website: www.cpshr.us



Selection Process

Résumés and letters of interest will be screened in relation to the criteria outlined in this brochure. Candidates deemed to have the most relevant qualifications will be invited to interview with the consultant, following which, the most qualified candidates will be referred for interviews with SCVHA. An appointment to the position will be made following comprehensive reference and background checks to be coordinated with the successful candidate.